

## Minutes

TO: Administration and Technology Committee  
FROM: Clare Kindall, Chairperson  
DATE: January 15, 2014  
SUBJECT: Administration and Technology Committee Meeting

**In Attendance: Clare Kindall, Scott Slifka, Chris Barnes, Ron Van Winkle, Rick Ledwith, Bob Palmer, Catherine Diviney**

The Administration and Technology Committee met on Monday, January 13, 2014, at 6:00 p.m., in Town Hall, Room 312, to discuss the following:

### AGENDA

1. Non-union salary structure

**The Committee discussed a resolution to adjust the salary range of the nonunion directors.**

2. Performance evaluation process

**The committee discussed a performance appraisal process for the Town Manager.**

3. Facility Services

#### **a) Project update**

**Bob Palmer reviewed the progress on various capital projects including the development of construction plans for the new Charter Oak School.**

#### **b) Energy update**

**Catherine Diviney discussed the various energy conservation and renewable energy projects at town facilities. In addition she discussed our progress on our homeowner, "Solarize Connecticut" program. At this time 21 homeowners have signed solar contracts.**

4. Future meetings, agendas and issues

**There was a general discussion of future meeting agendas.**

C: Town Council  
Ronald Van Winkle, Town Manager  
Joseph O'Brien, Corporation Counsel  
Essie Labrot, Town Clerk  
Department Directors  
Karen List, Superintendent of Public Schools